

MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING

Wednesday, September 17, 2018 – 8:00am

Waukesha County Airport

Terminal Building Conference Room

2525 Aviation Drive

In Attendance

Commissioners: Mike Crowley, Steve Betzler, Kurt Weis

Excused: Abby Lorenz, Gary Glojek

Staff: Kurt Stanich, Matt Grenoble, Aimee Scrima

Others: Brian Behrens, Chris Stein, Nick Read, Julie Trombley

Public comment/correspondence

None.

Chairman's Report

None.

Discussion and action request to amend Spring City Aviation, Inc. Aeronautical Service Provider Agreement to include Aircraft Fuels and Oil Service.

Spring City Aviation, Inc. (SCA) has requested the ability to provide Fuel and Oil service at Waukesha County Airport. Since SCA already provides all other services as required by Section 11, paragraph 1 of the Waukesha County Airport Minimum Standards for Aeronautical Service Providers, this amendment would make SCA the third Fixed Base Operator (FBO) at Crites Field.

SCA is proposing a self-service fuel system attached to the tanks which will allow pilots to deliver and pay for fuel without assistance from line service or front desk personnel.

Projections include their current 30,000 gallons purchased from Atlantic Aviation and additional 50,000 gallons would encompass new business.

SCA indicates the sale of fuel and oil is a key component to financing their new hangar. However their land lease agreement with Waukesha County is independent and separate from their request to provide fuel and oil service.

Minimum Standards Variance: SCA is proposing to install two 15,000 gallon fuel tanks, providing both 100LL and Jet A, with appropriate containment pads, spill countermeasures and oil/water separator on the South edge of the newly completed South Ramp. Section 11, paragraph 16 requires bulk fuel storage to be located in the Airport fuel farm area. The variance would allow for the tanks to be placed at the location of the self-service station. Waukesha County airport staff,

and airport engineers have reviewed the location and have determined placement would be feasible.

If approved by the Airport Operations Commission, the discussion and negotiation would continue with Spring City Aviation and the County. Once an agreement has been finalized, the Commission would have an additional opportunity to review the proposal before going before the County Board.

From a management perspective, all reasonable proposals should be reviewed and not unjustly denied. Since this is a different type of service from what the other two FBOs are currently providing, it may be a popular option with this market. Self-service fueling has been an ongoing request from tenant surveys.

Other comparable airports that were looked into include Kenosha, Janesville, Oshkosh and Madison and even Peach Tree. These all currently only support one FBO with the exception of Kenosha. For a true comparison, research would have to be done to compare the number of gallons pumped, the operations and the number of based aircraft.

Mike Crowley:

The request is to amend the agreement to allow for fuel and oils service. This decision at hand today is conceptual and the Commission will be able to weigh in on this decision in its final form at a later meeting. The Finance committee, Executive committee and the Department of Public Works will all be able to weigh in on this amendment. As a reminder the Airport Operations Commission is the authorizing body based on expertise, who makes recommendations to the Waukesha County Board. After being presented with the facts regarding grant assurances, and meeting minimum requirements, the Commission cannot deny but can express concern based on what is presented. The Commission's decision is not final, but all questions should be asked in this forum.

Steve Betzler:

To clarify this variance to the Minimum Standards is only related to the location of the tanks. As soon as this was presented, the first thought would be this changes the competitive scope of the airfield. We, as the Commission need to make sure our decisions offer a level playing field for the service providers. And, the role of businesses is to be able to take risks. It is not the role of the Commission to determine winners or losers, but to allow the free market to happen, no matter what the business, school or museum that may be proposed. The variance is reasonable by providing a service on the airfield that currently does not exist.

Kurt Weis:

This would set a different precedent on how fuel should be delivered here at Waukesha County Airport and the same standards that Atlantic Aviation and Stein's Aircraft Services had to abide by is not held here.

Brian Behrens:

A key miss at Waukesha County Airport is the self-service option at this airport. AOPA and EAA have advocated for general aviation airports to utilize this public facility without needing assistance. A user should be able to utilize the facility without relying on the use of a fixed based operator and their fees. Request is to amend a current service agreement.

Kurt Weis:

Who commissions the Mead & Hunt review?

Kurt Stanich:

Mead & Hunt has a service agreement with the Bureau of Aeronautics for the ramp projects. Because they are such institutional knowledge about the airport. They are cost effective and have a great knowledgeable base of the airfield. Airport staff have used them for engineering services. Once this request was received, airport staff asked Mead & Hunt to review all aspects as it relates to the weight of pavement, ingress and egress, fuel tank, grading. This request is conceptual. Once full engineered drawings are received, this will warrant a full engineering review should this item be conceptually approved.

Motion to approve request to amend Spring City Aviation's agreement by Commissioner Betzler. Second by Commissioner Crowley. Opposed by Commissioner Weis. Motion carried.

Future Agenda Items

None.

Adjourn Meeting

Motion to adjourn by Commissioner Betzler. Second by Commissioner Weis. Motion carried unanimously. Meeting adjourned at 8:37 a.m.

Respectfully Submitted,

Kurt J Weis

Secretary
Waukesha County Airport Operations Commission